



TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876

FINANCE COMMITTEE

David Aznavoorian, Chairman
Damin Sutherby, Vice Chair
Rob Kocsmiersky, Clerk
Raymond Lisiecki
Thomas L. Cooke
Laurence Sanford
Paul McDermott

Meeting Minutes for July 7, 2014

1) Call to Order

The meeting was called to order at 6:38 p.m. by Damin Sutherby, Vice Chairman, at the temporary Town Hall (Pike House). Present were Thomas Cooke, Larry Sanford, and Rob Kocsmiersky. Also present was Richard Montuori, Town Manager, Karen Kucala, Finance Director, and Melissa Johnson, Recording Secretary.

David Aznavoorian and Paul McDermott were not in attendance.

2) Town Manager and Finance Director Reports

Lateral Transfer Requests

Present was Chief of Police, Timothy Sheehan.

No.	Amount	From	To	Reason
98	\$24,683.93	Police Salaries	Police Uniforms	To cover the uniform payouts per the union agreement.

Mr. Cooke asked how much was originally appropriated for uniforms and if it is being included to achieve the \$49,000.00 needed. Chief Sheehan confirmed this and explained that previously the uniform allowance was \$1,000.00 for each employee. This has increased to \$1,340 as a result of the audit that was done. The total amount appropriated for uniforms in 2014 for the entire department is \$68,000. In 2015, it is \$88,550.00

MOTION: Mr. Sanford made the motion to approve Lateral Transfer No. 98 as presented above; seconded by Mr. Lisiecki and the motion carried 5-0.

No.	Amount	From	To	Reason
99	\$25,000.00	Police Uniforms	Police Uniforms	To cover the uniform payouts per the union agreement.

Mr. Lisiecki asked how many uniform accounts there are and Mr. Montuori explained that there are two for salaries and expenses.

MOTION: Mr. Cooke made the motion to approve Lateral Transfer No. 99 as presented above; seconded by Mr. Lisiecki and the motion carried 5-0.

No.	Amount	From	To	Reason
116	\$17,346.54	Police Energy Utilities	Police Other Supplies	To purchase Tasers

Mr. Kocsmiersky noted that a request was recently made at town meeting to purchase Tasers. Mr. Montuori explained that this was requested within the budget and had to be cut. The request appeared in the warrant as an error, but it was not acted on.

Mr. Sanford asked if the plan is to have a Taser available in every vehicle and Chief Sheehan explained that the plan is for every officer to have one with them. Discussion took place on how many times the Tasers have been used over the last year. Chief Sheehan noted that in one quarter they were used 7 times and in another quarter they weren't used at all (this information can be found in the packet provided to the Committee by Chief Sheehan).

Mr. Cooke noted that the total amount being requested for the Tasers is \$33,346.54 and asked how many Tasers this will purchase. Mr. Montuori noted the plan is to purchase approximately 22 Tasers. Discussion took place on the model of Tasers being purchased and Chief Sheehan noted that the officers have already been trained on this model.

Mr. Lisiecki suggested this be made part of the Capital Improvement Plan (CIP). Mr. Montuori will include this.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 116 as presented above; seconded by Mr. Sanford and the motion carried 5-0.

No.	Amount	From	To	Reason
127	\$5,000.00	Police All Other	Police Other Supplies	To purchase Tasers

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 127 as presented above; seconded by Mr. Sanford and the motion carried 5-0.

No.	Amount	From	To	Reason
129	\$3,000.00	Police Dispatch Overtime	Police All Other Supplies	To purchase Tasers

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 129 as presented above; seconded by Mr. Sanford and the motion carried 4-0-1. Mr. Cooke did not take part in this vote.

No.	Amount	From	To	Reason
130	\$3,000.00	Police Overtime	Police All Other Supplies	To purchase Tasers

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 130 as presented above; seconded by Mr. Sanford and the motion carried 4-0-1. Mr. Cooke did not take part in this vote.

No.	Amount	From	To	Reason
131	\$5,000.00	Police Salaries	Police All Other Supplies	To purchase Tasers

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 131 as presented above; seconded by Mr. Sanford and the motion carried 4-0-1. Mr. Cooke did not take part in this vote.

No.	Amount	From	To	Reason
132	\$6,000.00	Police Reserve Dispatch Overtime	Police Repairs and Maintenance	To purchase Dispatcher Chairs

Mr. Lisiecki asked how old the current chairs are. Chief Sheehan explained that the current chairs were purchased in 2008 and are broken. Chief Sheehan provided the members with a copy of the 2008 quote and noted it was \$6,105.00 to purchase the chairs in 2008. The chairs were ordered from California and \$425.00 was spent to ship

the chairs. Mr. Lisiecki inquired about the warranty and Chief Sheehan explained that there is a one year warranty.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 132 as presented above; seconded by Mr. Sanford and the motion carried 4-0-1. Mr. Cooke did not take part in this vote.

3) Finance Committee Matters of Interest (as applicable)

Mr. Sanford asked Chief Sheehan why there is a need for a motorcycle department within the police department and discussed the injuries that have occurred. Chief Sheehan explained that the motorcycles are used for traffic, radar, funerals, etc. The police department currently has two motorcycles and there are approximately 6 to 8 officers trained.

Mr. Sutherby asked if a tour of the police station and fire station can be arranged. Mr. Montuori will work on this.

4) Committee Member Reports

Green Committee

Mr. Montuori noted that the Green Committee has been awarded a State grant, however, the exact amount is not yet known. The funds will be used towards lighting projects at municipal buildings.

Economic Development Committee (EDC):

Mr. Sanford noted that the EDC met on June 26, 2014 and discussed developing Route 38 and initiatives to attract businesses to the Route 38 corridor. Mr. Sanford noted that a townhouse project is being proposed at Ames Pond where the casino was previously proposed and discussed the States plans to fix Route 38 in 2015 or 2016. Mr. Sanford feels that the Representatives should be working towards getting this done sooner.

5) Approval of Meeting Minutes

There was no meeting minutes presented for approval.

6) Approval of Payment of Recording Secretary Timesheet

MOTION: Mr. Lisiecki made the motion to approve the recording secretary's June timesheet dated June 25, 2014; seconded by Mr. Sanford and the motion carried 5 0.

7) Future Proposed Meeting Dates (subject to change)

The next meeting will be held at the discretion of the Chair.

Adjourn.

MOTION: Mr. Sanford made the motion to adjourn at 7:40 p.m.; seconded by Mr. Lisiecki and the motion carried 5-0.

Approved: August 21, 2014

Documents Presented and/or Discussed
July 7, 2014

- 1) Lateral Transfer Requests
A copy can be found with the Finance Department
- 2) Recording Secretary Timesheet
A copy can be found with the Finance Department